

2015 LEBANON FARMERS' MARKET VENDOR APPLICATION

The Lebanon Farmers' Market is sponsored by the Town of Lebanon in conjunction with the CT Dept. of Agriculture. Application approval by the Town of Lebanon is required to participate in the Lebanon Farmers' Market. The weekly market takes place Saturdays June 6 to October 17, 2015 from 9:00 a.m. to 12:00 p.m. at Lebanon Town Hall, 579 Exeter Road.

(Applicants must also read and agree to the 2015 Lebanon Farmers Market Regulations printed on back of application.)

Name(s): _____ Farm Name: _____

Mailing Address: _____

Farm Address: _____

Home Phone _____ Cell Phone: _____ Email: _____

List **all** of the produce and/or products that you plan to offer for sale at the Lebanon Farmers' Market:

Item(s) for Sale	Anticipated Months/Dates Produce or Products will be available	Approved (for market use)

- If any of your produce/products are not grown or produced on your farm you must indicate above where they are grown/produced.
- Changes in the types of produce/products you intend to sell require an amended application and approval by the Town of Lebanon.

Will you offer samples of your produce/products at the Market? (please circle) Y or N

Please submit a Crop Plan with this application. Have you submitted a Crop Plan? (please circle) Y or N

I affirm to the accuracy of the information provided in this application.

Name (please print)

Signature

Date

2015 LEBANON FARMERS' MARKET RULES AND REGULATIONS

The Lebanon Farmers' Market is sponsored by the Town of Lebanon in conjunction with the CT Department of Agriculture. The Market Master is the administrator of the weekly market, which takes place Saturdays from 9 am to 12 pm at Lebanon Town Hall, 579 Exeter Road, Lebanon. The 2015 market season begins June 6 and ends October 17, 2015.

- 1. Produce grown in Connecticut:** All agricultural produce offered for sale must be Connecticut grown. In the case of value-added agricultural products, the main ingredients should be produced by the vendor and the product processed by the vendor. It is expected that all items offered for sale will be fresh and of the highest quality.
- 2. Baked goods and preserves:** Ingredients may be purchased and should be CT grown whenever possible. Vendor must mix, bake or prepare goods. Baked goods require a CT Bakery License, a copy of which must be submitted with application. Ingredients must be listed for each of the items prepared and made available at the Market.
- 3. Prepared foods:** Whenever possible, major ingredients should be sourced from a CT farm or dairy and foods should be prepared from scratch by the vendor. A copy of the food service permit must be provided with this application. Purchasing processed foods and reselling them is prohibited. Ingredients must be listed for all items made available at the Market.
- 4. Meat, dairy, poultry, fish:** All products must come from vendor's herd/flock. Grazing animals must have regular access to pasture and freedom to move around. Hormones may not be fed to animals. Fish and shellfish must be caught or raised locally. All meat and processed poultry must be USDA inspected and labeled.
- 5. Organic:** Vendors selling agricultural products intended to be sold, labeled or represented as "100% organic", "organic" or "made with organic ingredients" shall display their certification from a USDA accredited organization. Vendor certification is not required for those that sell less than \$5,000 (gross sales) a year in organic agricultural products as long as documented proof is provided with this application showing that vendors are following the USDA National Organic Program standards.
- 6. Acidic foods (jams, jellies, etc.)** are exempt from a sanitation inspection of the processing facility; however, strict rules regarding labeling apply, and labels must be prepared in 10-point type, including common or unusual name, ingredient listing in descending order, name of vendor, net weight or volume in English units, and content statement if any additional ingredient has been added. They must also bear the statement "Not prepared in a government inspected kitchen." Producers must obtain serve safe certificate or equivalent from the Department of Consumer Protection.
- 7. Artisans:** While preference is given to agriculture-related products, a portion of available space will be offered to artisans. All items offered for sale must be made by the vendor.
- 8. Market opening/closing schedule:** Selling before the 9:00 am opening is prohibited, with the exception to other vendors. Vendors must remain in place until 12:00 pm closing even if merchandise is sold out. Setup may begin no earlier than 8:00 am and vendors must vacate their space by 1:00 pm. After 9:00 am vendors will not be allowed to set up in their space.
- 9. Vendor Space:** Vendors shall be assigned a space by the Market Master and will be a minimum of 10' x 10'. One vehicle per space is permitted in the market area to the rear of the vendor space. Each vendor is responsible for leaving the space in the same condition as it was upon arrival. Vendors shall provide their own EZ Up, canopy, tent or market umbrella and assure that they are securely anchored at all times. Each vendor's space shall be identified with the farm or business name and all prices shall be clearly marked.
- 10. Vendor Behavior:** Vendors shall be courteous and honest with all customers. Smoking and consumption of alcoholic beverages are prohibited. Profanity, shouting and disruption to the market will not be tolerated. Cell phone usage and texting by vendors should be kept to a minimum, as it presents an image of non-concern toward customers. Vendors are to maintain consistent weekly attendance throughout their entire market season. In case of anticipated or necessary absence the Market Master shall be notified by phone or email prior to each market.
- 11. Other Vendor Responsibilities:** Lebanon Farmers' Market is a WIC/SENIOR FMNP approved market for vegetable and fruit vendors. All vendors eligible to be WIC/SENIOR FMNP certified are required to be certified and shall prominently display their certificate at all times. All vendors must participate in the VIP Program and provide a weekly VIP special sign, the contents of which must be declared by email to the Market Master the Wednesday prior to each Market. A minimum \$300,000 of liability insurance is required, and a certificate listing the "Town of Lebanon" must be submitted, prior to market participation. The Town of Lebanon will assume no vendor produce liability. Vendor product liability insurance is encouraged.

Non-compliance with these regulations is grounds for eviction from Lebanon Farmers' Market. The Farmers Market health and safety regulations are mandated by the State of Connecticut and administered through the Lebanon Health Department. It is the responsibility of each vendor offering samples to obtain proper permits. Regulations and forms are available from the Lebanon Health Department at Town Hall (860-642-6028). Each vendor shall be responsible for complying with all applicable federal, state and local laws, regulations and requirements.

By initializing "YES I AGREE" and dating below I agree to abide by the 2015 Lebanon Farmers' Market Rules and Regulations and agree to indemnify, defend, and hold harmless the Town of Lebanon from and against any and all liabilities, claims, suits and causes of action of whatever nature or type, and all attorney fees, costs, and expenses incidental thereto which may arise or in any way be connected directly or indirectly with my participation in the Lebanon Farmers' Market. **Further, by initializing "YES I AGREE" below I agree to hold the Town of Lebanon harmless for any liability or loss whatsoever.**